



DEPARTMENT OF THE NAVY  
COMMANDER U. S. NAVAL FORCES, JAPAN  
PSC 473 BOX 12  
FPO AP 96349-0051

COMNAVFORJAPANINST 1020.3A  
N008  
29 MAY 2003

COMNAVFORJAPAN INSTRUCTION 1020.3A

Subj: CIVILIAN CLOTHING REGULATION/POLICY

Ref: (a) Manual for Courts-Martial  
(b) COMNAVFORJAPANINST 1750.2 series  
(c) U.S. Navy Uniform Regulations (NAVPERS 15665I)  
(d) CINCPACFLTINST 5440.3 series

1. Purpose. To provide policy for appropriate civilian clothing and personal appearance on and off base within the Commander, U.S. Naval Forces, Japan (COMNAVFORJAPAN) area of responsibility (AOR).

2. Cancellation. This is a complete revision and cancels COMNAVFORJAPAN INST. 1020.3; therefore, no margin notations have been included.

3. Application. This regulation/policy is applicable to:

a. all Navy personnel in the Commander, U.S. Naval Forces, Japan (COMNAVFORJAPAN) area of responsibility (AOR),

b. all Armed Forces personnel who are permanently or temporarily assigned to or enter upon commands/installations under the control of COMNAVFORJAPAN and/or tenant commands aboard commands/installations under the control of COMNAVFORJAPAN, and

c. all military family members, retirees, DoD civilians, DoDDS teachers and students, Federal employees, contract civilians, and their family members who are permanently or temporarily assigned to or enter upon commands and/or installations under the control of COMNAVFORJAPAN and/or tenant commands aboard commands or installations under the control of COMNAVFORJAPAN.

4. Scope. This regulation/policy is a general order and carries the force and effect of such. Violation of any of the provisions of this regulation/policy may provide the basis for administrative and/or disciplinary action against all subject personnel pursuant to references (a) and (b).

5. General

a. It is the policy of COMNAVFORJAPAN that all covered personnel will present a good public image, and maintain good order, discipline and morale appropriate to the Japan AOR. In accordance with guidance provided in references (c) and (d), civilian attire and personal appearance should reflect personal pride. Each individual, whether military or civilian, is an ambassador of the United States and the U.S. Navy while in this AOR. As such, individual dress, attire and conduct should reflect credit upon oneself, the U.S. Navy and the United States.

b. All officers, chief petty officers, petty officers and sponsors are expected to set high standards for the wearing of civilian clothing and

personal appearance. Additionally, all officers, chief petty officers, petty officers and sponsors are to ensure personnel, adults and minors alike, under their charge and responsibility adhere to these high standards.

c. This regulation/policy is not intended to supplant directives issued by individual base commanders or commanding officers to accommodate local circumstances. However, in the event of a conflict between this regulation/policy and individual base or separate command directives, this regulation/policy shall take precedence. Additionally, the Director, Moral Welfare and Recreation, Manager, Navy Exchange, Manager, Clubs/Messes, and Commissary Officer, Defense Commissary Agency shall ensure that this regulation/policy is enforced in their respective areas of responsibility.

6. Enforcement. Everyone is responsible for enforcing this regulation/policy and promoting good order, discipline, and morale. Military Police, Shore Patrol, and all individuals in positions of leadership will address discrepancies and, if appropriate, either issue a Minor Uniform Infraction Chit, Form CNFJ 1020/1, or otherwise inform the individual's command or sponsoring command when violations are observed. Persons whose appearance does not comply with this regulation/policy, and who cannot correct the discrepancy on the spot, will also be directed to return to their command, quarters or residence to improve their personal clothing/appearance.

7. Civilian Clothing. Every individual subject to this regulation/policy is responsible to ensure their clothing and appearance are appropriate for the occasion and do not discredit the Service. Current styles and fashions that are conservative and in good taste are authorized. The following minimum dress code standards, while not all-inclusive, are provided.

a. Footwear. Appropriate serviceable footwear will be worn. Shoes with laces will be tied. Sandals and casual styles of footwear are appropriate and may be worn with or without socks. Shower shoes, dive booties, bare feet, etc., are appropriate in living quarters and at recreational beaches and swimming pools (or in direct transit between living quarters and recreational beaches and swimming pools); otherwise they are not appropriate and are prohibited.

b. Shirts/Blouses. Current styles and fashions of shirts/blouses that are conservative, neat, clean and in good taste are authorized. The size and fit of shirts/blouses will display a neat appearance. Excessively oversized shirts/blouses are inappropriate. All shirts/blouses with a tapered tail are to be tucked in. T-shirts (other than undershirts) may be worn as outerwear. Shirts/blouses shall not display any material that may be considered obscene, which advocates drug use, which may be offensive to any racial or ethnic group, or which may be considered sexual in nature. Undershirts, tank top style shirts/jerseys, tube tops, and swimsuit tops are not appropriate outerwear (except while participating in picnics, athletic events, and other casual daytime activities, or while at the pool or beach). Sleeveless sundresses and similar styles of female clothing are considered to be appropriate attire. Professional uniform style baseball, football, basketball, etc., jerseys with sleeves are acceptable but they must not be excessively oversized. Modest halter-top style shirts/blouses (which expose a minimal amount of the midriff) are acceptable.

c. Trousers, Shorts and Skirts. Current styles and fashions of trousers, shorts and skirts that are conservative, neat, clean and in good taste are authorized. Shorts and skirts should be of a length and fit to

maintain proper modesty and not be unacceptably revealing. Soiled, frayed, torn, or excessively worn items are not appropriate. Also prohibited are trousers, shorts or skirts that expose any portion of the underwear or buttocks as well as those that are excessively "baggy" or hanging off the buttocks. Skirts, trousers, blue jeans and shorts that have not been properly hemmed are prohibited.

d. Military clothing. Organizational clothing is not authorized for wear with or as civilian attire.

e. Tattoos, Body Art, and Brands. Tattoos, body art, and brands on the head, face, neck or scalp are prohibited. The display of tattoos, body art, and brands elsewhere on the body that are prejudicial to good order, discipline, and morale or are of a nature to bring discredit upon the U.S. Navy is prohibited.

f. Earrings. Current earring styles and fashions for both men and women that are conservative, neat, clean and in good taste are authorized. The wearing of an excessive number of earrings, or the wearing of excessively large earrings, is not appropriate.

(1) Active Duty Men. In civilian attire, earrings shall not be worn when in a duty status or while in/aboard any ship, craft, aircraft, or in any military vehicle or within any base or other place under military jurisdiction, or while participating in any organized military recreational activities.

g. Body Piercing and Hair

(1) Body piercing is not authorized for active duty personnel in civilian attire when in a duty status or while in/aboard any ship, craft, aircraft, or in any military vehicle or within any base or other place under military jurisdiction, or while participating in any organized military recreational activities. Body piercing for any individual subject to this instruction that appears excessive and brings undue attention or makes the individual a spectacle is prohibited and is unauthorized.

(2) Hair coloring must look natural and complement the individual. Faddish hairstyles that bring undue attention to any individual subject to this instruction or are outrageously colored or multicolored are not authorized.

8. Prohibited Civilian Clothing

a. Clothing which has been altered, cut or is otherwise worn in a manner to present an abbreviated covering, or sexually provocative appearance is prohibited. Specifically prohibited are articles of clothing where the midriff as a whole is exposed. This is not to be confused with situations where the bottom of the shirt or blouse meets or is near the top of the pants and a minimal amount of midriff is exposed.

b. Any garment, to include caps and hats, inscribed, printed or bearing patches with slogans, words, pictures, symbols or print, which may be interpreted by a reasonable person to be profane, sexually suggestive or obscene is prohibited. This includes garments that are supportive of or oriented towards the glamorization of alcohol abuse, or any other illegal activity, including the use of illegal or illicit drugs.

c. Clothing which is obviously tattered or soiled will not be worn. This includes trousers, which have torn, ragged holes in knees, upper legs, etc. Athletic attire, such as running shorts, and sweatpants are appropriate for athletic events and fitness centers. Athletic attire shall not be worn in mess halls, retail stores, and clubs, restaurants or in working spaces (unless authorized for specific command events or activities). This prohibition includes, but is not limited to, the NEX, commissary, theaters, libraries, snack bars, bowling alley, hospital, medical and dental clinics, or other similar establishments.

d. Beach or athletic attire is appropriate at pools, seaside recreation areas, and athletic facilities, but is not appropriate and is prohibited in galleys, retail stores, and clubs, restaurants and working spaces. This includes, but is not limited to, the NEX, commissary, theaters, libraries, snack bars, bowling alley, hospital, medical and dental clinics, or other similar establishments. Bathing/swim suits or other water sports attire may be worn only for swimming, sunbathing, or sports activities in the immediate vicinity of a beach, pool or quarters. While in transit to or from quarters to any area in which a swimsuit is authorized, appropriate outer clothing will be worn.

e. Any garment bearing designs, insignias, patches or print that may be interpreted as directly and clearly derogatory to any ethnic, racial, religious group, to any military service or nation, or to the flag, logo or symbol of any nation is prohibited.

f. Hair nets, wave-caps/doo rags, handkerchiefs, bandannas, or nylon socks on the head are prohibited outside of living quarters except while physically participating in sports or physical training activities. Females may wear scarves on the head if done so in a conservative, fashionable manner.

9. Action. Commanding Officers will ensure that the provisions of this regulation/policy are widely publicized and that newly reporting personnel are properly briefed on the prohibitions and restrictions contained herein.



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